DEATH IN HOSPITAL

SECTION 1: EXTINCTION OF LIFE

Death occurred in: ________________ ED  □  Ward  □  Theatre  □  Other  □  While on leave from hospital  □

Doctor Certifying Life Extinct: Name: __________________________ Position: __________________________

Signature: __________________________ Date: __________________________

Date of Death: ___ / ___ / ___  dd/mm/yy  Time of Death: ___ : ___ 00:00 hours

SECTION 2: IS THE DEATH REPORTABLE TO THE CORONER?

1. Is the cause of death unknown or uncertified by a medical practitioner? □ Yes □ No
2. Has the death or does the death appear to be have occurred in suspicious circumstances?
   i.e. Has the death possibly resulted from a criminal act? □ Yes □ No
3. Was the death or does the death appear to have been unexpected or unnatural?
   e.g. Complication following administration of a medication, diagnostic, medical or surgical procedure □ Yes □ No
4. Has the death or does the death appear to have occurred, in or following violent circumstances?
   e.g. Physical or sexual assault, domestic dispute □ Yes □ No
5. Has the death or does the death appear to have resulted, directly or indirectly from injury?
   e.g. Fall, motor vehicle, self harm □ Yes □ No
6. Has the death occurred during anaesthesia? e.g. General anaesthesia □ Yes □ No
7. Did the death possibly occur as a result of, or does it appear to have resulted from, anaesthesia? □ Yes □ No
8. Immediately prior to the death was the deceased a person:
   - Under the control, care or custody of the WA Police Force, Prison Service or Child Protection and Family Support □ Yes □ No
   - Admitted to a centre under the Alcohol and Other Drugs Act 1974 □ Yes □ No
   - An involuntary patient, apprehended, detained or absent without leave under the Mental Health Act 2014 □ Yes □ No
9. Is the deceased person’s identity unknown? □ Yes □ No
10. To your knowledge has any one expressed any concerns regarding the cause of the deceased person’s
deadth or medical treatment? □ Yes □ No

If you have answered YES to any of the above questions, the death is REPORTABLE to the Coroner, and the most recent medical records leading up to the person’s death must be provided to the police immediately or, in any case, to the State Mortuary not more than 24 hours following death. This is to ensure that the post mortem examination can be conducted in a timely manner.

Where records are paper-based, the originals are to be provided with copies retained by the health service for any ongoing purposes. Should further medical information be requested by the police/coronor these records should then be provided as soon as practicable.

SECTION 3: HOW TO REPORT A DEATH TO THE CORONER

To report a death to the Coroner, or to seek guidance about reportable deaths, you must:

METROPOLITAN PERTH:
Between 7:00am and 2:00am Monday to Sunday: contact the WA Police Coronial Investigation Unit (CIU) on 08 9267 5700 (Fax this form to: 08 9267 5755).
Between 2:00am and 7:00am Monday to Sunday: contact the WA Police Operations Centre on 131 444 (an ‘on call’ CIU Officer will be notified).

COUNTRY WA SETTINGS: Contact the local police. If further guidance is required, the Office of the State Coroner (OSC) can be contacted on 08 9425 2900 (business hours) or on 0419 904 478 (after 4:30pm and on weekends). The OSC should only be contacted if the CIU (or local Police) are unable to assist.
## SECTION 4: NOTIFICATION OF REPORTABLE DEATHS UNDER THE CORONERS ACT 1996

On notification you will be asked for information on the circumstances surrounding the death, which should be conveyed to the coronial delegate (e.g. the PCIU/police officer to whom the death is reported). You should also consider the answer to the question “Was death an inevitable consequence of the deceased person’s primary illness or condition regardless of appropriate resuscitation, anaesthesia, or surgery?” In cases when the answer is 'yes' a post mortem may not be necessary.

PCIU/police officer notified by phone: Date: _____ / _____ / _____  dd/mm/yy  Time: ____ : ____ 00:00 hours

Name of PCIU/police officer: (please print) __________________________________________

Name of Doctor reporting: (please print) __________________________________________

Consultant notified:  Yes ☐  No ☐  Contact Number: ______________  Sign: ____________________________

If the death is reportable a copy of this Form should also be placed in the deceased person's Hospital Medical Record as well as the Hospital’s Coronial Investigation File.

Where the death is NOT reportable:
- the original copy of this Form must be filed in the deceased person's Hospital Medical Record
- you may complete the following Forms:
  1. Medical Certificate Cause of Death (BDM 202/201) and  Completed? ☐ Yes ☐ No
  2. Certificate of Medical Attendant (Form 7 WA Cremation Act)         Completed? ☐ Yes ☐ No

## SECTION 5: OTHER REPORTING OBLIGATIONS

### 5.1 REPORTABLE DEATHS UNDER THE HEALTH (MISCELLANEOUS PROVISIONS) ACT 1911

Is the death:
- a maternal death (arising from pregnancy or childbirth or associated with complications)  ☐ Yes ☐ No
- one involving a child who is stillborn (> than 20 weeks gestation), or under the age of 1 year  ☐ Yes ☐ No
- one that occurred within 48 hours of administration of anaesthetic or as a result of complications arising from the same  ☐ Yes ☐ No

If you have answered YES to any of the above questions, the death is reportable to the Chief Health Officer.


### 5.2 DEATHS REPORTABLE TO THE CHIEF PSYCHIATRIST

The Chief Psychiatrist is to be informed of any death of a mental health patient while under the care of any mental health or other health service, and deaths that occurred within 3 months of discharge or deactivation from mental health services. Is this a reportable death to the Chief Psychiatrist? ____________________________ ☐ Yes ☐ No


### 5.3 SEVERITY ASSESSMENT CODE (SAC) 1 CLINICAL INCIDENTS

The death may reflect the occurrence of a SAC 1 clinical incident. SAC 1 clinical incidents include all clinical incidents/ near misses where serious harm or death is or could be specifically caused by healthcare rather than the patients underlying condition or illness. For further information refer to the Clinical Incident Management (CIM) Policy: [http://ww2.health.wa.gov.au/Health-for/Health-professionals/Safety-and-quality](http://ww2.health.wa.gov.au/Health-for/Health-professionals/Safety-and-quality)

## SECTION 6: ADDITIONAL HOSPITAL REQUIREMENTS (as determined by local Policies /Guidelines)

- Donor Coordinator Notified ☐ Yes ☐ No  Discharge summary completed ☐ Yes ☐ No
- Permission for postmortem ☐ Yes ☐ No  Bereavement support ☐ Yes ☐ No
- Nursing home notified ☐ Yes ☐ No  General Practitioner notified ☐ Yes ☐ No
- Next of kin notified as designated in the Hospital Medical Record ☐ Yes ☐ No